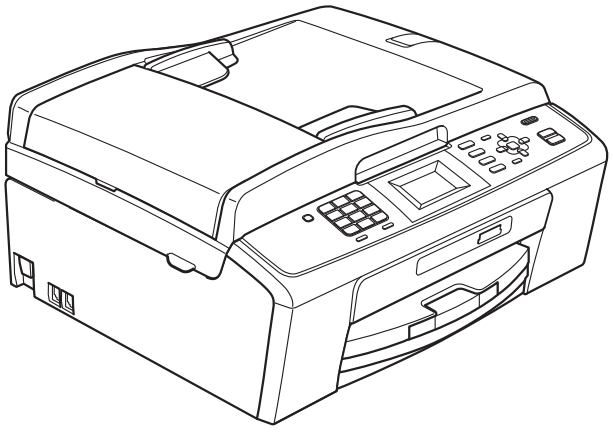
ADVANCED USER'S GUIDE



MFC-J220
MFC-J265W
MFC-J410
MFC-J415W

Version 0

UK/IRE/GEN

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User's Guides and where do I find it?

Which manual?	What's in it?	Where is it?
Safety and Legal	Please read the Safety Instructions before you set up your machine.	Printed / In the box
Quick Setup Guide	Read this Guide first. Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using.	Printed / In the box
Basic User's Guide	Learn the basic Fax, Copy, Scan and PhotoCapture Center™ operations and how to replace consumables. See troubleshooting tips.	Printed / In the box
Advanced User's Guide	Learn more advanced operations: Fax, Copy, security features, printing reports and performing routine maintenance.	PDF file / Documentation CD-ROM
Software User's Guide	Follow these instructions for Printing, Scanning, Network Scanning (MFC-J265W and MFC-J415W only), PhotoCapture Center™, PC-Fax Send, and using the Brother ControlCenter utility.	PDF file / Documentation CD-ROM
Network User's Guide (MFC-J265W and MFC-J415W only)	This Guide provides more advanced information for configuring the Wireless network connections. In addition, find information about network utilities, network printing, troubleshooting tips and supported network specifications.	PDF file / Documentation CD-ROM

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1 General setup

Memory storage

Even if there is a power failure, you will not lose the settings you have chosen using the **Menu** key because they are stored permanently. Also, you will not lose your settings in the **FAX**, **COPY** and **PHOTO CAPTURE** mode key menus if you have chosen `Set New Default`. You may have to reset the date and time.

Automatic Daylight Saving Time

You can set the machine to change automatically for daylight saving time. It will reset itself forward one hour in the Spring and backward one hour in the Autumn. Make sure you have set the correct date and time in the `Date&Time` setting.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Auto Daylight`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Off` (or `On`).
   Press **OK**.
5. Press **Stop/Exit**.

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Sleep Mode

You can choose how long the machine will remain idle (from 1 to 60 minutes) before it goes into sleep mode. The timer will restart if any operation is carried out on the machine.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Sleep Mode`.
   Press **OK**.
4. Press ▲ or ▼ to choose `1Min`, `2Mins`, `3Mins`, `5Mins`, `10Mins`, `30Mins` or `60Mins`.
   Press **OK**.
5. Press **Stop/Exit**.

LCD display

LCD Contrast

You can adjust the LCD contrast for a sharper and more vivid display. If you are having difficulty reading the LCD, try changing the contrast setting.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `LCD Settings`.
   Press **OK**.
4. Press ▲ or ▼ to choose `LCD Contrast`.
   Press **OK**.
5. Press ◄ or ► to change lighter or darker.
   Press **OK**.
6. Press **Stop/Exit**.

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Setting the Dim Timer for the backlight

You can set how long the LCD backlight stays on after the last key press.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `LCD Settings`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Dim Timer`.
   Press **OK**.
5. Press ▲ or ▼ to choose `10Secs`, `20Secs`, `30Secs` or `Off`.
   Press **OK**.
6. Press **Stop/Exit**.

Mode Timer

The machine has four temporary mode keys on the control panel: **FAX**, **SCAN**, **COPY** and **PHOTO CAPTURE**. You can change the amount of time the machine takes after the last Scan, Copy or PhotoCapture operation before it returns to Fax mode. If you choose `Off`, the machine stays in the mode you used last.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `General Setup`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Mode Timer`.
   Press **OK**.
4. Press ▲ or ▼ to choose `0Sec`, `30Secs`, `1Min`, `2Mins`, `5Mins` or `Off`.
   Press **OK**.
5. Press **Stop/Exit**.

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2 Security features

TX Lock

TX Lock lets you prevent unauthorized access to the machine.

While TX Lock is On, the following operations are available:

- Receiving faxes

While TX Lock is On, the following operations are NOT available:

- Sending faxes
- Copying
- PC printing
- Scanning
- PhotoCapture
- Operation from the Control panel

Note

If you forget the TX Lock password, please call your Brother dealer for service.

Setting and changing the TX Lock password

Note

If you have already set the password, you will not need to set it again.

Setting the password

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Miscellaneous`.
   Press **OK**.
4. Press ▲ or ▼ to choose `TX Lock`.
   Press **OK**.
5. Enter a 4-digit number for the password.
   Press **OK**.
6. When the LCD shows `Verify:`, re-enter the password.
   Press **OK**.
7. Press **Stop/Exit**.

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Changing the password

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Miscellaneous`.
   Press **OK**.
4. Press ▲ or ▼ to choose `TX Lock`.
   Press **OK**.
5. Press ▲ or ▼ to choose `Set Password`.
   Press **OK**.
6. Enter a 4-digit number for the current password.
   Press **OK**.
7. Enter a 4-digit number for a new password.
   Press **OK**.
8. When the LCD shows `Verify:`, re-enter the password.
   Press **OK**.
9. Press **Stop/Exit**.

Turning TX Lock on/off

Turning TX Lock on

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Miscellaneous`.
   Press **OK**.
4. Press ▲ or ▼ to choose `TX Lock`.
   Press **OK**.
5. Press ▲ or ▼ to choose `Set TX Lock`.
   Press **OK**.
6. Enter the registered 4-digit password.
   Press **OK**.
   The machine goes offline and the LCD shows `TX Lock Mode`.

Turning TX Lock off

1. Press **Menu**.
2. Enter the registered 4-digit password.
   Press **OK**.
   TX Lock is automatically turned off.

Note

If you enter the wrong password, the LCD shows `Wrong Password` and stays offline. The machine will stay in TX Lock mode until the registered password is entered.

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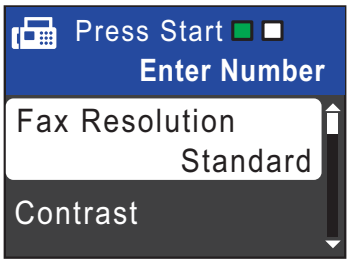
3 Sending a fax

Additional sending options

Sending faxes using multiple settings

When you send a fax you can choose any combination of these settings: resolution, contrast, scan size etc.

1. Press (**FAX**).
   The LCD shows:



2. Press ▲ or ▼ to choose a setting you want to change.
   Press **OK**.
3. Press ▲ or ▼ to choose an option.
   Press **OK**.
4. Go back to ❷ to change more settings.

Note

- Most settings are temporary and the machine returns to its default settings after you send a fax.
- You can save some of the settings you use most often by setting them as default. These settings will stay until you change them again. (See *Setting your changes as a new default* on page 7.)

Contrast

If your document is very light or very dark, you may want to change the contrast. For most documents the factory setting `Auto` can be used. It automatically chooses the suitable contrast for your document.
Choose `Light` when sending a light document.
Choose `Dark` when sending a dark document.

1. Press (**FAX**).
2. Press ▲ or ▼ to choose `Contrast`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Auto`, `Light` or `Dark`.
   Press **OK**.

Note

Even if you choose `Light` or `Dark`, the machine will send the fax using the `Auto` setting in any of the following conditions:

- When you send a colour fax.
- When you choose `Photo` as the Fax Resolution.

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Changing fax resolution

The quality of a fax can be improved by changing the fax resolution.

1. Press (**FAX**).
2. Press ▲ or ▼ to choose `Fax Resolution`.
   Press **OK**.
3. Press ▲ or ▼ to choose the resolution you want.
   Press **OK**.

Note

You can choose four different resolution settings for monochrome faxes and two for colour.

Monochrome	
`Standard`	Suitable for most typed documents.
`Fine`	Good for small print and transmits a little slower than Standard resolution.
`S.Fine`	Good for small print or artwork and transmits slower than Fine resolution.
`Photo`	Use when the document has varying shades of grey or is a photograph. Photo has the slowest transmission.

Colour	
`Standard`	Suitable for most typed documents.
`Fine`	Use when the document is a photograph. The transmission time is slower than Standard resolution.

If you choose `S.Fine` or `Photo` and then use the **Colour Start** key to send a fax, the machine will send the fax using the `Fine` setting.

Setting your changes as a new default

You can save the fax settings for `Fax Resolution`, `Contrast`, `Real Time TX` and `Glass ScanSize` you use most often by setting them as default. These settings will stay until you change them again.

1. Press (**FAX**).
2. Press ▲ or ▼ to choose the menu option that you want to change and press **OK**. Then press ▲ or ▼ to choose the new option.
   Press **OK**.

   Repeat this step for each setting you want to change.
3. After changing the last setting, press ▲ or ▼ to choose `Set New Default`.
   Press **OK**.
4. Press **1** to choose `Yes`.
5. Press **Stop/Exit**.

Restoring fax settings to the factory settings

You can restore the fax settings `Fax Resolution`, `Contrast`, `Real Time TX`, and `Glass ScanSize`, that you have changed, to the factory settings.

1. Press (**FAX**).
2. Press ▲ or ▼ to choose `Factory Reset`.
   Press **OK**.
3. Press **1** to choose `Yes`.
4. Press **Stop/Exit**.

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Additional sending operations

Sending a fax manually

Manual transmission lets you hear the dialling, ringing and fax-receiving tones while sending a fax.

Note

(MFC-J410 and MFC-J415W only)

To send a multiple page fax, use the ADF.

1. Press (**FAX**).
2. Load your document.
3. To listen for a dial tone pick up the handset of the external telephone.
4. Dial the fax number.
5. When you hear the fax tone, press **Mono Start** or **Colour Start**.
   If you are using the scanner glass press **1** on the machine to send a fax.
6. Replace the handset.

Dual Access (Monochrome only)

You can dial a number and start scanning the fax into memory—even when the machine is sending from memory, receiving faxes or printing PC data. The LCD shows the new job number and available memory.

The number of pages you can scan into the memory will vary depending on the data that is printed on them.

Note

If the `Out of Memory` message appears, press **Stop/Exit** to cancel or **Mono Start** to send the pages scanned so far.

Broadcasting (Monochrome only)

Broadcasting is when the same fax message is automatically sent to more than one fax number. You can include Groups, Speed Dial numbers, and up to 50 manually dialled numbers in the same broadcast.

After the broadcast is finished, a Broadcast Report will be printed.

1. Press (**FAX**).
2. Load your document.
3. Press ▲ or ▼ to choose `Broadcasting`.
   Press **OK**.

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4 You can add numbers to the broadcast in the following ways:

- Press ▲ or ▼ to choose `Add Number` and press **OK**. Enter a number using dial pad.
  Press **OK**.
- Press ▲ or ▼ to choose `Speed Dial` and **OK**. Press ▲ or ▼ to choose `Alphabetical Order` or `Numerical Order` and **OK**.
  Press ▲ or ▼ to select a number and **OK**.

5 After you have entered all the fax numbers by repeating step ❹, press ▲ or ▼ to choose `Complete`.
Press **OK**.

6 Press **Mono Start**.

Note

- If you did not use up any of the numbers for Groups, you can “broadcast” faxes to as many as 90 different numbers.
- The available memory will vary depending on the types of jobs in the memory and the number of locations used for broadcasting. If you broadcast to the maximum numbers available, you will not be able to use dual access.
- If the `Out of Memory` message appears, press **Stop/Exit** to cancel or **Mono Start** to send the pages scanned so far.

Cancelling a Broadcast in progress

1 Press **Menu**.

2 Press ▲ or ▼ to choose `Fax`.
Press **OK**.

3 Press ▲ or ▼ to choose `Remaining Jobs`.
Press **OK**.
The LCD will show the fax number being dialled and the Broadcast job number.

4 Press **OK**.
The LCD will ask you the following question:
`Cancel Job?`
`Yes → Press 1`
`No → Press 2`

5 Press **1** to cancel the fax number being dialled.
The LCD will then show the Broadcast job number.

6 Press **OK**.
The LCD will ask you the following question:
`Cancel Job?`
`Yes → Press 1`
`No → Press 2`

7 To cancel the Broadcast, press **1**.

8 Press **Stop/Exit**.

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Real Time Transmission

When you are sending a fax, the machine will scan the documents into the memory before sending. Then, as soon as the telephone line is free, the machine will start dialling and sending.

Sometimes, you may want to send an important document immediately, without waiting for memory transmission. You can do this by turning on `Real Time TX`.

1. Press (**FAX**).
2. Press ▲ or ▼ to choose `Real Time TX`.
   Press **OK**.
3. Press ▲ or ▼ to choose `On` (or `Off`).
   Press **OK**.

Note

- (MFC-J410 and MFC-J415W only)

  If the memory is full and you are sending a black & white fax from the ADF, the machine will send the document in real time (even if `Real Time TX` is set to `Off`). Faxes from the scanner glass cannot be sent until you clear some of the memory.
- In Real Time Transmission, the automatic redial feature does not work when using the scanner glass.

Overseas Mode

If you are having difficulty sending a fax overseas due to possible interference on the telephone line, we recommend that you turn on the Overseas mode. After you send a fax using this feature, the feature will turn itself off.

1. Press (**FAX**).
2. Load your document.
3. Press ▲ or ▼ to choose `Overseas Mode`.
   Press **OK**.
4. Press ▲ or ▼ to choose `On` (or `Off`).
   Press **OK**.

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Checking and cancelling waiting jobs

You can check which jobs are still waiting in the memory to be sent, or cancel a job. (If there are no jobs, the LCD shows `No Jobs Waiting`.)

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Remaining Jobs`.
   Press **OK**.
   Any waiting jobs appear on the LCD.
4. Press ▲ or ▼ to scroll through the jobs and choose the job you want to cancel.
   Press **OK**.
5. Do one of the following:
   - To cancel, press **1** to choose `Yes`.
     If you want to cancel another job go to step ❹.
   - To exit without cancelling, press **2** to choose `No`.
6. When you have finished, press **Stop/Exit**.

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4 Receiving a fax

Additional receiving operations

Printing a reduced incoming fax

If you choose `On`, the machine automatically reduces each page of an incoming fax to fit on one page of A4, Letter or Legal size paper. The machine calculates the reduction ratio by using the page size of the fax and your Paper Size setting. (See *Paper Size* in *chapter 2* in the *Basic User's Guide*.)

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Setup Receive`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Auto Reduction`.
   Press **OK**.
5. Press ▲ or ▼ to choose `On` (or `Off`).
   Press **OK**.
6. Press **Stop/Exit**.

Out of Paper Reception

As soon as the paper tray becomes empty during fax reception, the LCD shows `No Paper Fed`. Put some paper in the paper tray. (See *Loading paper and other print media* in *chapter 2* in the *Basic User's Guide*.)

The machine will carry on receiving the fax, with the remaining pages being stored in memory, if enough memory is available.

Further incoming faxes will also be stored in memory until the memory is full. When the memory is full the machine will stop automatically answering calls. To print the faxes, put fresh paper in the tray.

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5 Dialling and storing numbers

Voice operations

Voice calls can be made either with an extension or external telephone, by dialling manually, or by using Quick Dial numbers.

BT Call Sign (U.K. only)

This machine feature lets you use the BT Call Sign subscriber service which allows you to have at least two separate telephone numbers on one telephone line. Each telephone number has its own distinctive ringing pattern, so you know which telephone number is ringing. This is one way you can have a separate telephone number for your machine.

Your machine has a BT Call Sign compatible distinctive ringing function, allowing you to dedicate a second telephone number (on the same telephone line) just for receiving faxes.

Note

- You can switch BT Call Sign off temporarily, then turn it back on. When you get a new fax number, make sure you reset this function. This machine will automatically answer incoming calls that use your new fax number.
- When you set the BT Call Sign feature to On, the receive mode is set to `Manual` automatically. `Manual` mode will not respond to incoming telephone calls, since the number you use for telephone calls will use the normal ring pattern.

To enable the machine to work with BT Call Sign (with your external telephone only)

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Miscellaneous`.
   Press **OK**.
4. Press ▲ or ▼ to choose `BT Call Sign`.
   Press **OK**.
5. Press ▲ or ▼ to choose `On` (or `Off`).
   Press **OK**.
6. Press **Stop/Exit**.

Note

If you turn off `BT Call Sign`, the receive mode stays in `Manual`. You will need to set receive mode again. (See *Choose the Receive Mode* in *chapter 5* in the *Basic User's Guide*.)

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Additional dialling operations

Combining Quick Dial numbers

Sometimes, you may want to choose from several long distance carriers when you send a fax. Rates may vary depending on the time and destination. To take advantage of low rates, you can store the access codes of long-distance carriers and credit card numbers as Speed Dial numbers. You can store these long dialling sequences by dividing them and setting them up as separate Speed Dial numbers in any combination. You can even include manual dialling using the dial pad. (See *Storing Speed Dial numbers* in *chapter 7* in the *Basic User's Guide*.)

For example, you might have stored "555" on Speed Dial: 03 and "7000" on Speed Dial: 02. You can use them both to dial "555-7000" if you press the following keys:

1. Press (**Speed Dial**).
2. Press ▲ or ▼ to choose `Search`.
   Press **OK**.
3. Enter **03**.
4. Press ▲ or ▼ to choose `Speed Dial`.
   Press **OK**.
5. Press ▲ or ▼ to choose `Search`.
   Press **OK**.
6. Enter **02**.
7. Press **Mono Start** or **Colour Start**.
   You will dial "555-7000".

To temporarily change a number, you can substitute part of the number with manual dialling using the dial pad. For example, to change the number to 555-7001 you could press (**Speed Dial**), choose `Search`, press **03** and then press **7001** using the dial pad.

Note

If you must wait for another dial tone or signal at any point in the dialling sequence, create a pause in the number by pressing **Redial/Pause**. Each key press adds a 3.5-second delay.

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Additional ways to store numbers

Storing Speed Dial numbers from Outgoing Calls

You can also store Speed Dial numbers from the Outgoing Call history.

1. Press **Redial/Pause**.
   You can also choose `Outgoing Call` by pressing (**FAX**).
2. Press ▲ or ▼ to choose the name or number you want to store.
   Press **OK**.
3. Press ▲ or ▼ to choose `Add to Speed Dial`.
   Press **OK**.
4. Press ▲ or ▼ to choose the 2-digit Speed Dial location where you want to store the number.
   Press **OK**.
5. Do one of the following:
   - Enter the name (up to 16 characters) using the dial pad.
     Press **OK**.
     (To help you enter letters, see *Entering Text* in *appendix C* in the *Basic User's Guide*.)
   - To store the number without a name, press **OK**.
6. Press **OK** to confirm the fax or telephone number.
7. Press ▲ or ▼ to choose `Complete`.
   Press **OK**.
8. Press **Stop/Exit**.

Storing Speed Dial numbers from the Caller ID history

If you have the Caller ID subscriber service from your telephone company you can also store Speed Dial numbers from incoming calls in the Caller ID History. (See *Caller ID (U.K. and Ireland only)* in *chapter 6* in the *Basic User's Guide*.)

1. Press **Redial/Pause** and press ✳.
   You can also choose `Caller ID hist.` by pressing (**FAX**).
2. Press ▲ or ▼ to choose the number you want to store.
   Press **OK**.
3. Press ▲ or ▼ to choose `Add to Speed Dial`.
   Press **OK**.
4. Press ▲ or ▼ to choose the 2-digit Speed Dial location where you want to store the number.
   Press **OK**.
5. Do one of the following:
   - Enter the name (up to 16 characters) using the dial pad.
     Press **OK**.
     (To help you enter letters, see *Entering Text* in *appendix C* in the *Basic User's Guide*.)
   - To store the number without a name, press **OK**.
6. Press **OK** to confirm the fax or telephone number.
7. Press ▲ or ▼ to choose `Complete`.
   Press **OK**.
8. Press **Stop/Exit**.

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Setting up groups for broadcasting

Groups, which can be stored in a Speed Dial location, allow you to send the same fax message to many fax numbers by pressing only (**Speed Dial**), Search, **OK**, the two-digit location and **Mono Start**.

First, you'll need to store each fax number in a Speed Dial location. Then you can include them as numbers in the Group. Each Group uses up a Speed Dial location. You can have up to six Groups, or you can assign up to 39 numbers in a large Group.

(See *Broadcasting (Monochrome only)* on page 8 and *Storing Speed Dial numbers* in *chapter 7* in the *Basic User's Guide*.)

1. Press (**Speed Dial**).
2. Press ▲ or ▼ to choose Setup Groups. Press **OK**.
3. Press ▲ or ▼ to choose GROUP1, GROUP2, GROUP3, GROUP4, GROUP5 or GROUP6 for the Group name where you will store the fax numbers. Press **OK**.
4. Press ▲ or ▼ to choose the 2-digit Speed Dial location where you want to store the Group. Press **OK**.
5. Press ▲ or ▼ to choose Add Number. Press **OK**.
6. To add numbers to the group, press ▲ or ▼ to choose Alphabetical Order or Numerical Order and **OK**. Press ▲ or ▼ to select a number and **OK**.
7. Do one of the following:
   - To add another number to the group, repeat steps ❺ to ❻.
   - If you are finished adding numbers to the group, press ▲ or ▼ to choose Complete.

     Press **OK**.
8. Do one of the following:
   - To store another Group for broadcasting, repeat steps ❸ to ❼.
   - To finish storing Groups for broadcasting, press **Stop/Exit**.

Note

You can print a list of all the Speed Dial numbers. Group numbers will be marked in the GROUP column. (See *Reports* on page 19.)

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Changing a Group name

1. Press (**Speed Dial**).
2. Press ▲ or ▼ to choose `Setup Groups`.
   Press **OK**.
3. Press ▲ or ▼ to choose the Group name you want to change.
   Press **OK**.
4. Press ▲ or ▼ to choose `Change Group Name`.
   Press **OK**.

Note

How to change the stored name or number:

If you want to change a character, press ◄ or ► to position the cursor under the character you want to change, and then press **Clear**. Re-enter the character.

5. Enter the new name (up to 16 characters) using the dial pad.
   Press **OK**.
   (See *Entering Text* in *appendix C* in the *Basic User's Guide*. For example, type NEW CLIENTS.)
6. Press ▲ or ▼ to choose `Complete`.
   Press **OK**.
7. Press **Stop/Exit**.

Deleting a Group

1. Press (**Speed Dial**).
2. Press ▲ or ▼ to choose `Setup Groups`.
   Press **OK**.
3. Press ▲ or ▼ to choose the Group you want to delete.
   Press **OK**.
4. Press ▲ or ▼ to choose `Delete`.
   Press **OK**.
   Press **1** to confirm.
5. Press **Stop/Exit**.

Deleting a number from a Group

1. Press (**Speed Dial**).
2. Press ▲ or ▼ to choose `Setup Groups`.
   Press **OK**.
3. Press ▲ or ▼ to choose the Group you want to change.
   Press **OK**.
4. Press ▲ or ▼ to choose the number you want to delete.
   Press **OK**.
   Press **1** to confirm.
5. Press ▲ or ▼ to choose `Complete`.
   Press **OK**.
6. Press **Stop/Exit**.

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6 Printing reports

Fax reports

You need to set up the Transmission Verification Report and Journal Period using the **Menu** keys.

Transmission Verification Report

You can use the Transmission Verification Report as proof that you sent a fax. (For details about how to set up the type of report you want, see *Transmission Verification Report* in *chapter 4* in the *Basic User's Guide*.)

Fax Journal (activity report)

You can set the machine to print a journal at specific intervals (every 50 faxes, 6, 12 or 24 hours, 2 or 7 days). If you set the interval to `Off`, you can still print the report by following the steps in *How to print a report* on page 19. The factory setting is `Every 50 Faxes`.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Fax`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Report Setting`.
   Press **OK**.
4. Press ▲ or ▼ to choose `Journal Period`.
   Press **OK**.
5. Press ▲ or ▼ to choose an interval.
   Press **OK**.
   If you choose `Every 50 Faxes`, go to step ❽.
   - 6, 12, 24 hours, 2 or 7 days

     The machine will print the report at the chosen time and then erase all jobs from its memory. If the machine's memory is filled with the maximum 200 jobs before the time you chose has passed, the machine will print the Journal early and then erase all jobs from the memory. If you want an extra report before it is due to print, you can print it without erasing the jobs from the memory.
   - Every 50 Faxes

     The machine will print the Journal when the machine has stored 50 jobs.
6. Enter the time to start printing in 24-hour format.
   Press **OK**.
   (For example: enter 19:45 for 7:45 PM.)
7. If you choose `Every 7 Days`, the LCD will ask you to choose the first day for the 7-day countdown.
8. Press **Stop/Exit**.

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Reports

The following reports are available:

- `XMIT Verify`

  Prints a Transmission Verification Report for your last transmission.

- `Help List`

  A help list showing how to program your machine.

- `Quick Dial`

  Lists names and numbers stored in the Speed Dial memory, in alphabetical or numerical order.

- `Fax Journal`

  Lists information about the last incoming and outgoing faxes.
  (TX: Transmit.) (RX: Receive.)

- `User Settings`

  Lists your settings.

- `Network Config` (MFC-J265W and MFC-J415W only)

  Lists your Network settings.

- `WLAN Report` (MFC-J265W and MFC-J415W only)

  Prints a WLAN connection report.

- `Caller ID hist.`

  Lists the available Caller ID information about the last 30 received faxes and telephone calls.

How to print a report

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Print Reports`.
   Press **OK**.
3. Press ▲ or ▼ to choose the report you want.
   Press **OK**.
4. (Quick Dial only) Press ▲ or ▼ to choose `Alphabetical Order` or `Numerical Order`.
   Press **OK**.
5. Press **Mono Start**.
6. Press **Stop/Exit**.

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7 Making copies

Copy settings

You can change the copy settings temporarily for multiple copies.

The machine returns to its default settings after 1 minute, or if the Mode Timer returns the machine to Fax mode. (See *Mode Timer* on page 3.)

To change a setting, press **COPY** and then press ▲ or ▼ to scroll through the copy settings. When the setting you want is highlighted, press **OK**.

When you are finished choosing settings, press **Mono Start** or **Colour Start**.

Note

You can save some of the settings that you use most often by setting them as default. These settings will stay until you change them again. (See *Setting your changes as a new default* on page 24.)

Stop copying

To stop copying, press **Stop/Exit**.

Changing copy speed and quality

You can choose from a range of speed and quality. The factory setting is Normal.

- Fast

  Fast copy speed and lowest amount of ink used. Use to save time printing documents to be proof-read, large documents or many copies.

- Normal

  Normal is the recommended mode for ordinary print outs. This produces good copy quality with good copy speed.

- Best

  Use Best mode to copy precise images such as photographs. This provides the highest resolution and slowest speed.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ▲ or ▼ to choose Quality.
   Press **OK**.
5. Press ▲ or ▼ to choose Fast, Normal or Best.
   Press **OK**.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

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Enlarging or reducing the copied image

You can choose an enlargement or reduction ratio. If you choose Fit to Page, your machine will adjust the size automatically to the paper size you set.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ▲ or ▼ to choose Enlarge/Reduce.
   Press **OK**.
5. Press ▲ or ▼ to choose 100%, Enlarge, Reduce, Fit to Page or Custom(25-400%).
6. Do one of the following:
   - If you chose Enlarge or Reduce, press **OK** and press ▲ or ▼ to choose the enlargement or reduction ratio you want.
     Press **OK**.
   - If you chose Custom(25-400%), press **OK** and then enter an enlargement or reduction ratio from 25% to 400%.
     Press **OK**.
   - If you chose 100% or Fit to Page, press **OK**. Go to step 7.

198% 10x15cm→A4
186% 10x15cm→LTR
142% A5→A4
100%
97% LTR→A4
93% A4→LTR
(MFC-J220 and MFC-J265W only) 83% (MFC-J410 and MFC-J415W only) 83% LGL→A4
69% A4→A5
47% A4→10x15cm
Fit to Page
Custom(25-400%)

7. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Note

- Page Layout is not available with Enlarge/Reduce.
- Page Layout and Sort (MFC-J410 and MFC-J415W only) are not available with Fit to Page.
- Fit to Page does not work correctly when the document on the scanner glass is skewed more than 3 degrees. Using the document guidelines on the left and top, place your document in the upper left hand corner, with the document face down on the scanner glass.
- Fit to Page is not available when using the ADF.

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Making N in 1 copies or a poster (Page Layout)

The N in 1 copy feature can help you save paper by letting you copy two or four pages onto one printed page.

You can also produce a poster. When you use the poster feature your machine divides your document into sections, then enlarges the sections so you can assemble them into a poster. If you want to print a poster, use the scanner glass.

IMPORTANT

- Make sure paper size is set to `A4` or `Letter`.
- You cannot use the `Enlarge/Reduce` and `Stack/Sort` (MFC-J410 and MFC-J415W only) settings with the N in 1 and Poster features.
- N in 1 colour copies are not available.
- `(P)` means Portrait and `(L)` means Landscape.
- You can only make one poster copy at a time.

Note

`Sort` (MFC-J410 and MFC-J415W only) and `Enlarge/Reduce` are not available with `Page Layout`.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ▲ or ▼ to choose `Page Layout`.
   Press **OK**.
5. Press ▲ or ▼ to choose `Off(1in1)`, `2 in 1 (P)`, `2 in 1 (L)`, `4 in 1 (P)`, `4 in 1 (L)` or `Poster(3x3)`.
   Press **OK**.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start** to scan the page.
   If you placed the document in the ADF or are making a poster, the machine scans the document and starts printing.

   If you are using the scanner glass, go to step ❼.
7. After the machine scans the page, press **1** to scan the next page.
8. Place the next page on the scanner glass.
   Press **OK**.
9. Repeat steps ❼ and ❽ for each page of the layout.
10. After all the pages have been scanned, press **2** to finish.

Note

If you have chosen photo paper as the Paper Type for N in 1 copies, the machine will print the images as if plain paper had been chosen.

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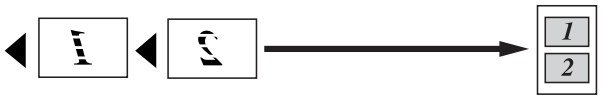
Place the document face down in the direction shown below:

■ **2 in 1 (P)**

■ **2 in 1 (L)**

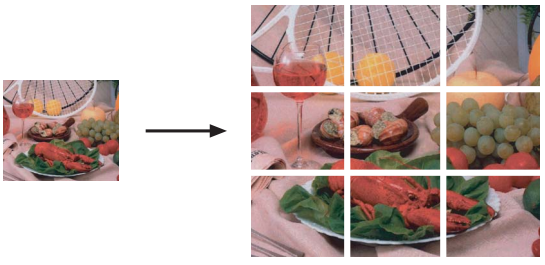


■ **4 in 1 (P)**

■ **4 in 1 (L)**

■ **Poster(3 x 3)**

You can make a poster size copy of a photograph.



Sorting copies using the ADF (MFC-J410 and MFC-J415W only)

You can sort multiple copies. Pages will be stacked in the order 321, 321, 321, and so on.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ▲ or ▼ to choose `Stack/Sort`. Press **OK**.
5. Press ▲ or ▼ to choose `Sort`. Press **OK**.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Note

`Fit to Page` and `Page Layout` are not available with `Sort`.

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Adjusting Density

You can adjust the copy density to make copies darker or lighter.

1. Press (**COPY**).
2. Load your document.
3. Enter the number of copies you want.
4. Press ▲ or ▼ to choose `Density`.
   Press **OK**.
5. Press ◀ or ▶ to make a lighter or darker copy.
   Press **OK**.
6. If you do not want to change additional settings, press **Mono Start** or **Colour Start**.

Setting your changes as a new default

You can save the copy settings for `Quality`, `Enlarge/Reduce`, `Density` and `Page Layout` that you use most often by setting them as the default settings. These settings will stay until you change them again.

1. Press (**COPY**).
2. Press ▲ or ▼ to choose your new setting.
   Press **OK**.
   Repeat this step for each setting you want to change.
3. After changing the last setting, press ▲ or ▼ to choose `Set New Default`.
   Press **OK**.
4. Press **1** to choose `Yes`.
5. Press **Stop/Exit**.

Restoring all settings to the factory settings

You can restore the copy settings `Quality`, `Enlarge/Reduce`, `Density`, and `Page Layout`, that you have changed, to the factory settings.

1. Press (**COPY**).
2. Press ▲ or ▼ to choose `Factory Reset`.
   Press **OK**.
3. Press **1** to choose `Yes`.
4. Press **Stop/Exit**.

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8 Printing photos from a memory card

PhotoCapture Center™ operations

Memory cards folder structures

Your machine is designed to be compatible with modern digital camera image files, memory cards; however, please read the points below to avoid errors:

- The image file extension must be .JPG (other image file extensions like .JPEG, .TIF, .GIF and so on will not be recognized).
- Direct PhotoCapture Center™ printing must be performed separately from PhotoCapture Center™ operations using the PC. (Simultaneous operation is not available.)
- The machine can read up to 999 files on a memory card.
- The DPOF file on the memory cards must be in a valid DPOF format. (See *DPOF printing* on page 28.)

Please be aware of the following:

- When printing an index or image, the PhotoCapture Center™ will print all the valid images, even if one or more images have been corrupted. Corrupted images will not be printed.
- (memory card users)

  Your machine is designed to read memory cards that have been formatted by a digital camera.

  When a digital camera formats a memory card it creates a special folder into which it copies image data. If you need to modify the image data stored on a memory card with your PC, we recommend that you do not modify the folder structure created by the digital camera. When saving new or modified image files to the memory card we also recommend you use the same folder your digital camera uses. If the data is not saved to the same folder, the machine may not be able to read the file or print the image.

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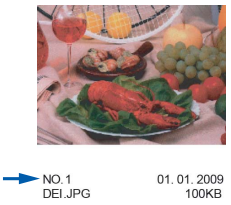
Print Images

Print Index (Thumbnails)

The PhotoCapture Center™ assigns numbers for images (such as No.1, No.2, No.3, and so on).

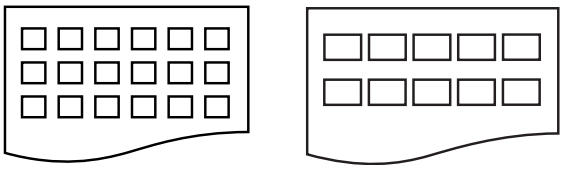


The PhotoCapture Center™ uses these numbers to identify each picture. You can print a thumbnail page to show all the pictures on the memory card.

Note

Only file names that are 8 characters or less will be printed correctly on the index sheet.

1. Make sure you have put the memory card in the correct slot.
   Press (**PHOTO CAPTURE**).
2. Press ▲ or ▼ to choose `Print Index`.
   Press **OK**.
3. Press ▲ or ▼ to choose `6 IMGs/Line` or `5 IMGs/Line`.
   Press **OK**.



`6 IMGs/Line` `5 IMGs/Line`

Print time for `5 IMGs/Line` will be slower than `6 IMGs/Line`, but the quality is better.

4. Do one of the following:
   - Press ▲ or ▼ to choose `Paper Type`, and press **OK** and press ▲ or ▼ to choose the type of paper you are using, `Plain Paper`, `Inkjet Paper`, `Brother BP71`, `Brother BP61` or `Other Glossy`.
     Press **OK**.
   - Press ▲ or ▼ to choose `Paper Size` and press **OK** and press ▲ or ▼ to choose the paper size you are using, `A4` or `Letter`.
     Press **OK**.
   - If you do not want to change the paper settings, go to step ❺.
5. Press **Colour Start** to print.

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Printing Photos

Before you can print an individual image, you have to know the image number.

1. Make sure you have put the memory card in the correct slot.
   Press (**PHOTO CAPTURE**).
2. Print the Index. (See *Print Index (Thumbnails)* on page 26.)
3. Press ▲ or ▼ to choose `Print Photos`.
   Press **OK**.
4. Enter the image number that you want to print, from the thumbnails printed on the Index page.
   Press **OK**.
5. Repeat step ❹ until you have entered the image numbers that you want to print.

Note

- You can enter the numbers at one time by using the ✳ key for a comma or the **#** key for a hyphen. For example, Enter **1**, ✳, **3**, ✳, **6** to print images No.1, No.3 and No.6. Enter **1**, **#**, **5** to print images No.1 to No.5.
- You can enter up to 12 characters (including commas) for the image numbers you want to print.

6. After you have chosen the image numbers, press **OK** again.
7. Enter the number of copies you want using the dial pad.
8. Do one of the following:
   - Change the print settings. (See *PhotoCapture Center™ print settings* on page 28.)
   - If you do not want to change any settings, press **Colour Start** to print.

Print All Photos

You can print all the photos on your memory card.

1. Make sure you have put the memory card in the correct slot.
   Press (**PHOTO CAPTURE**).
2. Press ▲ or ▼ to choose `Print All Photos`.
   Press **OK**.
3. Enter the number of copies you want using the dial pad.
4. Do one of the following:
   - Change the print settings. (See *PhotoCapture Center™ print settings* on page 28.)
   - If you do not want to change any settings, press **Colour Start** to print.

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DPOF printing

DPOF stands for Digital Print Order Format.

Major digital camera manufacturers (Canon Inc., Eastman Kodak Company, FUJIFILM Corporation, Panasonic Corporation and Sony Corporation) created this standard to make it easier to print images from a digital camera.

If your digital camera supports DPOF printing, you will be able to choose on the digital camera display the images and number of copies you want to print.

When a memory card containing DPOF information is put into your machine, you can print the chosen image easily.

1. Make sure you have put the memory card in the correct slot.
   Press (**PHOTO CAPTURE**). The machine will ask you if you want to use DPOF settings.
2. Press **1** to choose `Yes`.
3. Do one of the following:
   - Change the print settings. (See *PhotoCapture Center™ print settings* on page 28.)
   - If you do not want to change any settings, press **Colour Start** to print.

Note

A DPOF File error can occur if the print order that was created on the camera has been corrupted. Delete and recreate the print order using your camera to correct this problem. For instructions on how to delete or recreate the print order, refer to your camera manufacturer's support website or accompanying documentation.

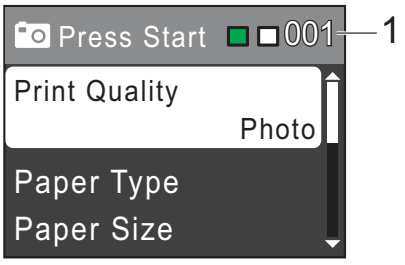
PhotoCapture Center™ print settings

You can change the print settings temporarily.

The machine returns to its default settings after 3 minutes, or if the Mode Timer returns the machine to Fax mode. (See *Mode Timer* on page 3.)

Note

You can save the print settings you use most often by setting them as the default. (See *Setting your changes as a new default* on page 31.)



1 No. of prints

(For View Photo(s))
You can see the total number of photos that will be printed.

(For Print All Photos, Print Photos)
You can see the number of copies of each photo that will be printed.

(For DPOF printing) This does not appear.

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Print Quality

1. Press ▲ or ▼ to choose `Print Quality`.
   Press **OK**.
2. Press ▲ or ▼ to choose `Normal` or `Photo`.
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

Paper options

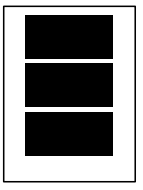
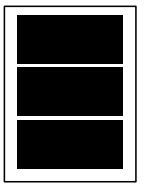
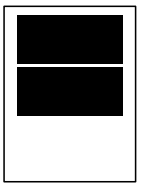
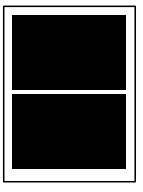
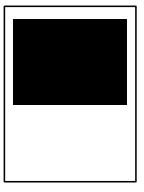
Paper Type

1. Press ▲ or ▼ to choose `Paper Type`.
   Press **OK**.
2. Press ▲ or ▼ to choose the paper type you are using, `Plain Paper`, `Inkjet Paper`, `Brother BP71`, `Brother BP61` or `Other Glossy`.
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

Paper and print size

1. Press ▲ or ▼ to choose `Paper Size`.
   Press **OK**.
2. Press ▲ or ▼ to choose the paper size you are using, `10x15cm`, `13x18cm`, `A4` or `Letter`.
   Press **OK**.
3. If you chose `A4` or `Letter`, press ▲ or ▼ to choose the Print Size.
   Press **OK**.

Example: Printed Position for A4 paper

1 8 x 10cm	2 9 x 13cm	3 10 x 15cm
		
4 13 x 18cm	5 15 x 20cm	6 Max. Size
		

4. If you do not want to change additional settings, press **Colour Start** to print.

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Adjusting Brightness, Contrast and Colour

Brightness

1. Press ▲ or ▼ to choose `Brightness`.
   Press **OK**.
2. Press ◀ or ▶ to make a darker or lighter print.
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

Contrast

You can choose the contrast setting. Increasing the contrast will make an image look sharper and more vivid.

1. Press ▲ or ▼ to choose `Contrast`.
   Press **OK**.
2. Press ◀ or ▶ to change the contrast.
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

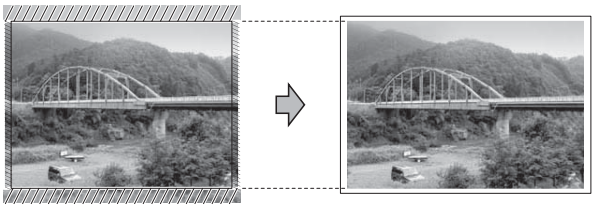
Cropping

If your photo is too long or wide to fit the available space on your chosen layout, part of the image will automatically be cropped.

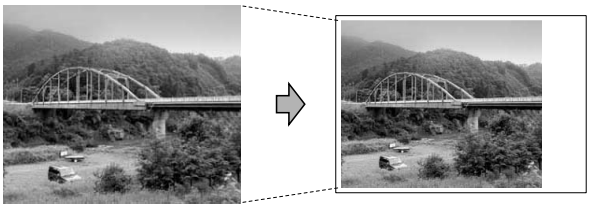
The factory setting is `On`. If you want to print the whole image, turn this setting to `Off`. When you set `Cropping` to `Off`, also set `Borderless` to `Off`. (See *Borderless printing* on page 31.)

1. Press ▲ or ▼ to choose `Cropping`.
   Press **OK**.
2. Press ▲ or ▼ to choose `Off` (or `On`).
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

`Cropping`: `On`



`Cropping`: `Off`



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Borderless printing

This feature expands the printable area to the edges of the paper. Printing time will be slightly slower.

1. Press ▲ or ▼ to choose `Borderless`.
   Press **OK**.
2. Press ▲ or ▼ to choose `Off` (or `On`).
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

Date Print

You can print the date if it is already in the data on your photo. The date will be printed on the lower right corner. If the data doesn't have the date information, you cannot use this function.

1. Press ▲ or ▼ to choose `Date Print`.
   Press **OK**.
2. Press ▲ or ▼ to choose `On` (or `Off`).
   Press **OK**.
3. If you do not want to change additional settings, press **Colour Start** to print.

Setting your changes as a new default

You can save the print settings you use most often by setting them as the default settings. These settings will stay until you change them again.

1. Press ▲ or ▼ to choose your new setting.
   Press **OK**.
   Repeat this step for each setting you want to change.
2. After changing the last setting, press ▲ or ▼ to choose `Set New Default`.
   Press **OK**.
3. Press **1** to choose `Yes`.
4. Press **Stop/Exit**.

Restoring all settings to the factory settings

You can restore the PhotoCapture settings `Print Quality`, `Paper Type`, `Paper Size`, `Brightness`, `Contrast`, `Cropping`, `Borderless`, and `Date Print`, that you have changed, to the factory settings.

1. Press ▲ or ▼ to choose `Factory Reset`.
   Press **OK**.
2. Press **1** to choose `Yes`.
3. Press **Stop/Exit**.

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Scan to a memory card

How to set a new default

You can save the Scan to Media settings (`Quality` and `File Type`) you use most often by setting them as the default settings. These settings will stay until you change them again.

1. Press (**SCAN**).
2. Press ▲ or ▼ to choose `Scan to Media`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Set New Default`. Press **OK** and **1** to choose `Yes`.
4. Press **Stop/Exit**.

How to reset to factory settings

You can restore all the Scan to Media settings (`Quality` and `File Type`), that you have changed, to the factory settings.

1. Press (**SCAN**).
2. Press ▲ or ▼ to choose `Scan to Media`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Factory Reset`. Press **OK** and **1** to choose `Yes`.
4. Press **Stop/Exit**.

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A Routine maintenance

Cleaning and checking the machine

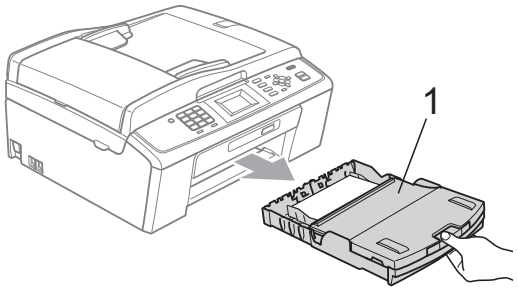
Cleaning the outside of the machine

IMPORTANT

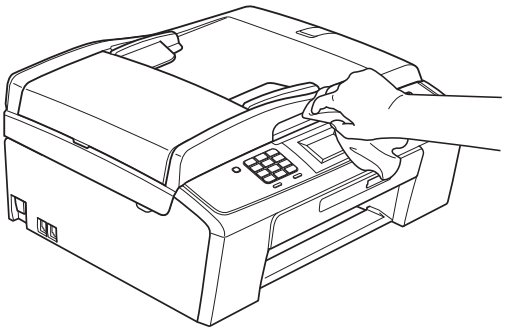
- Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the outside surface of the machine.
- DO NOT use cleaning materials that contain ammonia.
- DO NOT use isopropyl alcohol to remove dirt from the control panel. It may crack the panel.

Clean the outside of the machine as follows:

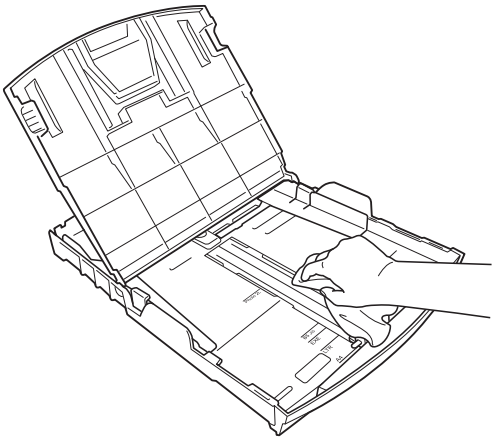
1. Pull the paper tray (1) completely out of the machine.



2. Wipe the outside of the machine with a *dry*, lint-free soft cloth to remove dust.



3. Lift the output paper tray cover and remove anything that is stuck inside the paper tray.
4. Wipe the paper tray with a *dry*, lint-free soft cloth to remove dust.



5. Close the output paper tray cover and put the output paper tray firmly back in the machine.

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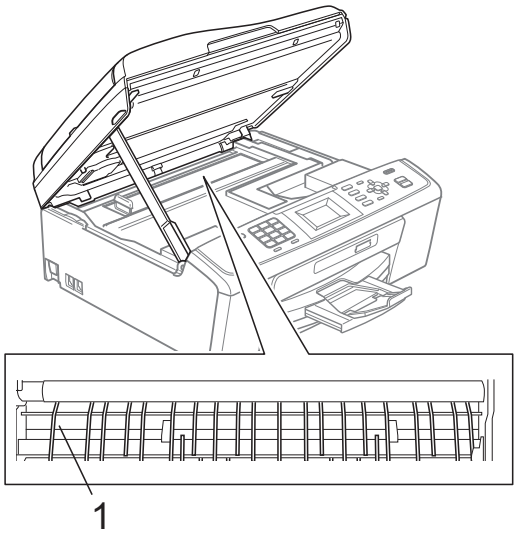
Cleaning the machine's printer platen

⚠ CAUTION

Be sure to unplug the machine from the electrical socket before cleaning the printer platen.

1. Lift the scanner cover until it locks securely in the open position.
2. Clean the machine's printer platen (1) and the area around it, wiping off any scattered ink with a *dry*, soft lint-free cloth.



Checking the ink volume

Although an ink volume icon appears on the LCD, you can use the **Menu** key to see a large graph showing the ink that is left in each cartridge.

1. Press **Menu**.
2. Press ▲ or ▼ to choose `Ink Management`.
   Press **OK**.
3. Press ▲ or ▼ to choose `Ink Volume`.
   Press **OK**.
   The LCD shows the ink volume.
4. Press **Stop/Exit**.

Note

You can check the ink volume from your computer. (See *Printing* for Windows® or *Printing and Faxing* for Macintosh in the *Software User's Guide*.)

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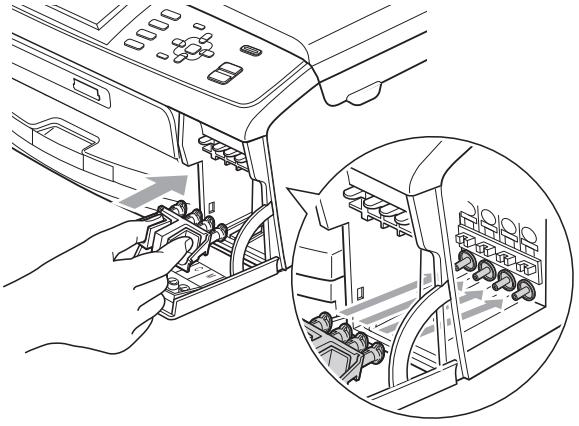
Packing and shipping the machine

When you transport the machine, use the packing materials that came with your machine. Follow the instructions below to correctly pack your machine. Damage caused to your machine during transit is not covered by your warranty.

IMPORTANT

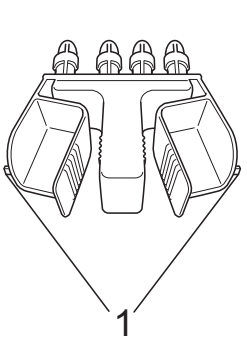
It is important to allow the machine to “park” the print head after a print job. Listen carefully to the machine before unplugging it to make sure that all mechanical noise has stopped. Not allowing the machine to finish this parking process may lead to print problems and possible damage to the print head.

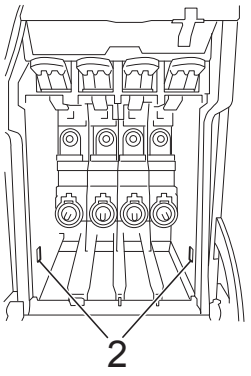
1. Open the ink cartridge cover.
2. Remove all four ink cartridges. Press the ink release lever above each cartridge to release it. (See *Replacing the ink cartridges* in *appendix A* in the *Basic User’s Guide*.)
3. Install the green protective part and then close the ink cartridge cover.



IMPORTANT

- Make sure that the plastic tabs on both sides of the green protective part (1) have securely clicked into place (2).





- If you are not able to find the green protective part, DO NOT remove the ink cartridges before shipping. It is essential that the machine be shipped with either the green protective part or the ink cartridges in position. Shipping without them will cause damage to your machine and may void your warranty.

A

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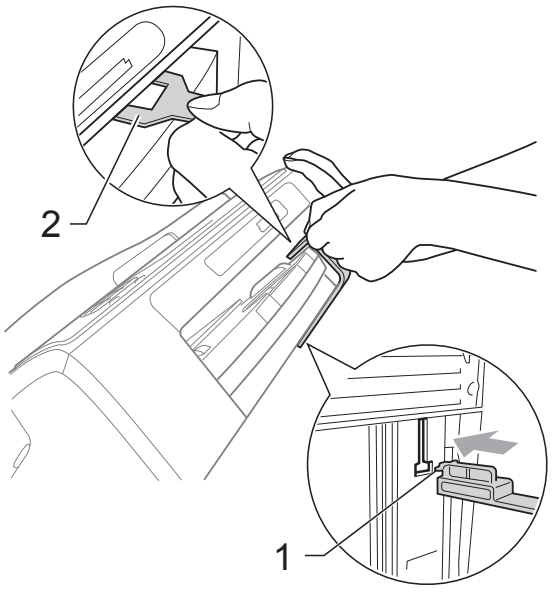
4 Lift the machine from the front and hook the tab of the green protective part into the keyed opening (1) on the bottom of the paper tray. Then latch the protective part over the raised portion of the paper tray (2).

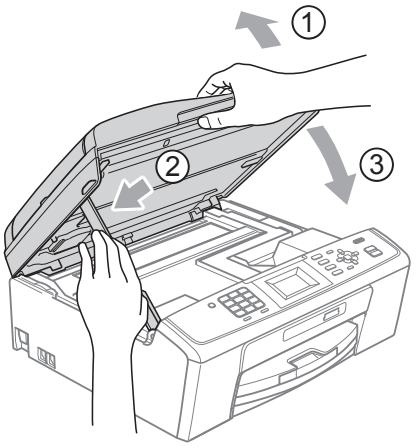


5 Unplug the machine from the telephone wall socket and take the telephone line cord out of the machine.

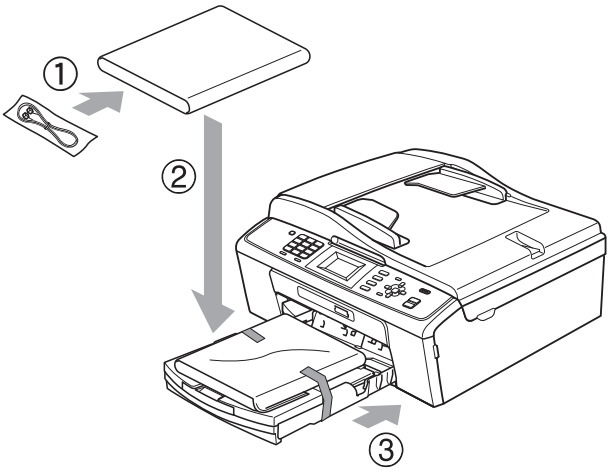
6 Unplug the machine from the electrical socket.

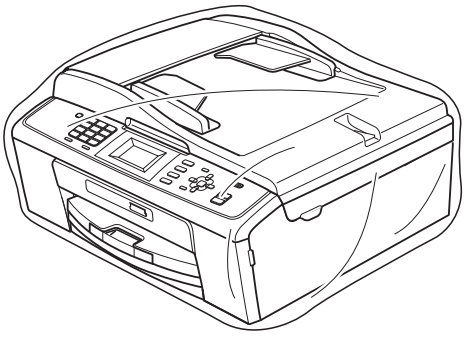
7 Using both hands, use the plastic tabs on both sides of the machine to lift the scanner cover until it locks securely into the open position. Then unplug the interface cable from the machine, if it is connected.

8 Lift the scanner cover (①) to release the lock. Gently push the scanner cover support down (②) and close the scanner cover (③) using both hands.



9 Wrap the machine in the bag.





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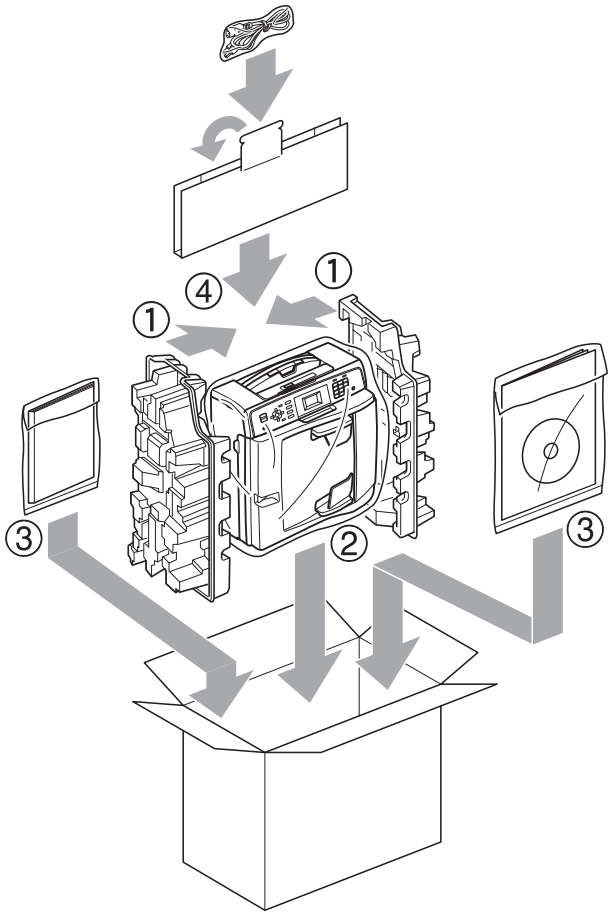
10 Pack the machine and the printed materials in the original carton with the original packing material as shown below. Do not pack the used ink cartridges in the carton.



11 Close the carton and tape it shut.

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B Glossary

This is a comprehensive list of features and terms that appear in Brother manuals. Availability of these features depends on the model you purchased.

ADF (automatic document feeder)
The document can be placed in the ADF and scanned one page at a time automatically.

Auto Reduction
Reduces the size of incoming faxes.

Automatic fax transmission
Sending a fax without picking up the handset of an external telephone.

Automatic Redial
A feature that enables your machine to redial the last fax number after five minutes if the fax did not go through because the line was busy.

Beeper Volume
Volume setting for the beep when you press a key or make an error.

Brightness
Changing the Brightness makes the whole image lighter or darker.

Broadcasting
The ability to send the same fax message to more than one location.

Caller ID
A service purchased from the telephone company that lets you see the number (or name) of the party calling you.

CNG tones
The special tones (beeps) sent by fax machines during automatic transmission to tell the receiving machine that a fax machine is calling.

Coding method
Method of coding the information contained in the document. All fax machines must use a minimum standard of Modified Huffman (MH). Your machine is capable of greater compression methods, Modified Read (MR), Modified Modified Read (MMR) and JPEG, if the receiving machine has the same capability.

Communication error (Comm. Error)
An error during fax sending or receiving, usually caused by line noise or static.

Compatibility group
The ability of one fax unit to communicate with another. Compatibility is assured between ITU-T Groups.

Contrast
Setting to compensate for dark or light documents, by making faxes or copies of dark documents lighter and light documents darker.

Density
Changing the Density makes the whole image lighter or darker.

Dual Access
Your machine can scan outgoing faxes or scheduled jobs into memory at the same time it is sending a fax from memory or receiving or printing an incoming fax.

ECM (Error Correction Mode)
Detects errors during fax transmission and resends the pages of the fax that had an error.

Extension telephone
A telephone using the same line as your fax but plugged into a separate wall socket.

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External telephone

A TAD (telephone answering device) or telephone that is connected to your machine.

F/T Ring Time

The length of time that the Brother machine rings (when the Receive Mode setting is Fax/Tel) to notify you to pick up a voice call that it answered.

Fax Detect

Enables your machine to respond to CNG tones if you interrupt a fax call by answering it.

Fax Journal

Lists information about the last 200 incoming and outgoing faxes. TX means Transmit. RX means Receive.

Fax tones

The signals sent by sending and receiving fax machines while communicating information.

Fax/Tel

You can receive faxes and telephone calls. Do not use this mode if you are using a telephone answering device (TAD).

Fine resolution

Resolution is 203 × 196 dpi. It is used for small print and graphs.

Greyscale

The shades of grey available for copying, scanning and faxing photographs.

Group number

A combination of Speed Dial numbers that are stored in a Speed Dial location for Broadcasting.

Help list

A printout of the complete Menu table that you can use to program your machine when you do not have the Basic User's Guide with you.

Innobella™

Innobella™ is a range of genuine consumables offered by Brother. For best quality results Brother recommends Innobella™ Ink and Paper.

Journal Period

The pre-programmed time period between automatically printed Fax Journal Reports. You can print the Fax Journal on demand without interrupting the cycle.

LCD (Liquid Crystal Display)

The display screen on the machine that shows interactive messages during On-Screen Programming and shows the date and time when the machine is idle.

Manual fax

When you lift the handset of your external telephone you can hear the receiving fax machine answer before you press **Mono Start** or **Colour Start** to begin sending the fax.

Menu mode

Programming mode for changing your machine's settings.

OCR (optical character recognition)

ScanSoft™ PaperPort™11SE with OCR or Presto! PageManager software application converts an image of text to text you can edit.

Overseas Mode

Makes temporary changes to the fax tones to accommodate noise and static on overseas telephone lines.

Pause

Allows you to place a 3.5 second delay in the dialling sequence while you are dialling using the dial pad or while you are storing Speed Dial numbers. Press **Redial/Pause** as many times as needed for longer pauses.

PhotoCapture Center™

Allows you to print digital photos from your digital camera at high resolution for photo quality printing.

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Photo resolution (Mono only)

A resolution setting that uses varying shades of grey for the best representation of photographs.

Pulse

A form of rotary dialling on a telephone line.

Quick Dial List

A listing of names and numbers stored in Speed Dial memory, in numerical order.

Real Time Transmission

When memory is full, you can send faxes in real time.

Remaining jobs

You can check which jobs are waiting in memory and cancel jobs individually.

Remote Activation Code

Press this code (✳ **5 1**) when you answer a fax call on an extension or external telephone.

Remote Deactivation Code (For Fax/Tel mode only)

When the machine answers a voice call, it pseudo/double-rings. You can pick up at an extension telephone by pressing this code (**# 5 1**).

Resolution

The number of vertical and horizontal lines per inch. See: Standard, Fine, Super Fine and Photo.

Ring Delay

The number of rings before the machine answers in `Fax Only` and `Fax/Tel` modes.

Ring Volume

Volume setting for the machine's ring.

Scanning

The process of sending an electronic image of a paper document into your computer.

Scan to Media

You can scan a monochrome or colour document into a memory card. Monochrome images will be in TIFF or PDF file format and colour images may be in PDF or JPEG file format.

Search

An electronic, numerical or alphabetical listing of stored Speed Dial and Group numbers.

Speed Dial

A pre-programmed number for easy dialling. You must press (**Speed Dial**), **OK**, the two digit code, and **Mono Start** or **Colour Start** to start the dialling process.

Standard resolution

203 × 97 dpi. It is used for regular size text and quickest transmission.

Station ID

The stored information that appears on the top of faxed pages. It includes the sender's name and fax number.

Super Fine resolution (Mono only)

392 × 203 dpi. Best for very small print and line art.

TAD (telephone answering device)

You can connect an external TAD to your machine.

Temporary settings

You can choose certain options for each fax transmission and copy without changing the default settings.

Tone

A form of dialling on the telephone line used for touch-tone telephones.

Transmission

The process of sending faxes over the phone lines from your machine to the receiving fax machine.

User Settings

A printed report that shows the current settings of the machine.

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WLAN Report

A printed report that shows the result of the WLAN Connection.

Xmit Report (Transmission Verification Report)

A listing for each fax sent, that shows its date, time and number.

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